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SECURITY INFORMATION

28 April 1953

MEMORANDUM FOR: Chief, FI

SUBJECT: Records Management Survey of RI

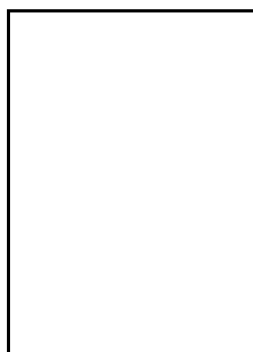
1. As the Office of General Services, Records Management Survey of RI enters its eighth month, it is felt a tabulation of the time expended and the results obtained to date may be of value.

2. This survey was asked for by [] on 9 September 1952, (enclosure 1), and it actually started 19 September 1952. The two persons engaged have been [] (enclosure 2). Their time on this Survey has been as follows:

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| <u>Month</u> | <u>Hours</u> |
|--------------|--------------|
| September | 16 |
| October | 15 1/2 |
| November | 10 3/4 |
| December | 10 3/4 |
| January | ---- |
| February | ---- |
| March | 1 |
| April | ---- |
| September | 16 |
| October | 15 1/2 |
| November | 10 3/4 |
| December | 52 3/4 |
| January | ---- |
| February | ---- |
| March | 3 1/2 |
| April | 41 |

3. On 20 November 1952, Colonel White held a conference concerning this survey and asked that all concerned abide by the decisions reached. (enclosure 3).

4. To date this survey has produced no interim report nor recommendations of any sort. It is felt that if this survey is to produce any tangible results the survey team should devote more time towards its completion as directed by Colonel White.

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5. If the completion of this survey is to be postponed or abandoned, RI would appreciate a report as to the findings and recommendations, if any, of the survey team.

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Chief, RI

3 Enclosures:

- 1 - Memo for the Record, From Executive Secretariat, DD/P,
Subj; Agency Records Responsibility Discussion,
dtd 9 Sept. 52
- 2 - Memo for Chief, RI, From General Services Survey Team,
Subj; Survey of RI, dtd 22 Sept. 52
- 3 - Memo for Chief of ADMIN/DD/P, From A/DD/A, Subject as above,
dtd 21 November 1952.

Distribution:

- Orig. & 1 - Addressee
- 1 - DD/P
 - 1 - DD/P/ADMIN
 - 2 - RI

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